



Regular Meeting of the White Lake Library Board of Trustees

Held at White Lake Township Library, May 26, 2025

Call to Order - The May 26, 2025, regular meeting of the White Lake Township Library Board of Trustees was called to order by President Jennifer Schultz at 6:45 pm.

Pledge of Allegiance

Roll Call - President Jennifer Schultz, present; Vice President Eric Shotwell, present; Treasurer Gwendolyn Newton, present; Secretary Carie Francis, present; and Trustees Becky Knapp and William Lonsberry, present. Director April Stevenson and Assistant Director Amy Rosen were also in attendance.

Approval of the Agenda

Eric Shotwell made a motion to approve the agenda; William Lonsberry seconded the motion. The motion carried (5 yes votes).

Public Comments - NA

Approval of the Minutes

Becky Knapp made a motion to approve the regular meeting minutes; Eric Shotwell seconded the motion. The motion carried (5 yes votes).

Officer Reports

- President's Report - No report.
- Vice President's Report - No report.
- Secretary's Report - No report.
- Treasurer's Report - The report was presented by Gwendolyn Newton and placed on file. Gwendolyn Newton made a motion to accept the May bills for payment as presented; Eric Shotwell seconded; The motion carried (5 yes votes). Gwendolyn Newton made a motion to approve the renewal of a \$100,000 CD maturing in July at 7 or 13 months at Genisys; Eric Shotwell seconded the motion. The motion carried (5 yes votes).

Library Director's Report - The report was presented by April Stevenson and placed on file.

Committee Reports

- Building Committee - The report was presented by Jennifer Schultz/William Lonsberry and placed on file. The next meeting will be on 7/14.
- Finance Committee - The report was presented by Becky Knapp and placed on file. The next meeting will be on 6/11.
- Policy Committee - Eric Shotwell indicated that the Policy Committee did not meet in May, therefore, there is no report. The next meeting will be on 6/3.

- Strategic Planning Committee - The report was presented by Jennifer Schultz/April Stevenson and placed on file. The next meeting will be 6/23.

Old Business

NA

New Business

- Outdoor Sign Quote Reviews - William Lonsberry made a motion to accept the Blue Water quote for outdoor signage; Carie Francis seconded the motion. The motion carried (5 yes votes).
- Idea Lab Counterspace Quote Reviews - William Lonsberry made a motion to accept the quote from vendor #1 for additional counter space in the Idea Lab; Eric Shotwell seconded the motion. The motion carried. (5 yes votes).
- 1W. Credit Card Payment Policy - Gwendolyn Newton made a motion to accept 1W. Credit Card Payment Policy with the modification under 1WD to include the following content, including "but not limited to." Eric Shotwell seconded the motion. The motion carried. (5 yes votes).

Adjournment - A motion to adjourn the meeting was made by Eric Shotwell and seconded by Becky Knapp. The motion carried (5 yes votes). The meeting was adjourned at 7:35 pm.

The next Regular Meeting of the White Lake Township Library Board of Trustees is scheduled for Wednesday, June 25, at 6:45 pm at the White Lake Township Library Gathering Place.

Minutes prepared by Carie Francis.

Carie Francis